



Milwaukee County

Management Services Division, Contract Administration

DATE: March, 2019

TO: Agencies on the Department of Health & Human Services (DHHS)
Interested Parties Mailing List

RE: NOTICE TO REGISTER FOR MILWAUKEE E-NOTIFY

Effective immediately, letters will no longer be mailed to agencies and individuals interested in contracting opportunities with the Milwaukee County DHHS advising them of the release of Requests for Proposals (RFPs). In place of the mail notification, DHHS will be using the joint City/County E-Notify system to send out RFP notices.

In order to receive emails whenever an RFP has been issued, you will need to have a valid email address and you must register with the E-Notify system. To register:

Go to the Milwaukee.gov E-Services page at:

<https://itmdapps.milwaukee.gov/Portal/login.jsp?from=/Enotify/index.jsp>

If you already have an account, log in. If you need to create an account, click on the "Register" tab and complete the requested information.

Once you have logged in successfully, you will need to click on the Subscriptions tab. Determine how you would like to be notified (Email, Location Based Notifications, Bid Subscriptions or Text Messaging). We recommend email due to the size of attachments and RFP downloads. This will bring up the entire list of items that you can select to be notified about. To be notified of DHHS RFP releases, scroll down to "News Releases – Milwaukee County" and select the checkbox for "Department of Health and Human Services RFP Notices". Your selection will be entered as soon as you check the box. You can now log out of E-Notify.

In addition to email notification, you may also check for notices posted on the Milwaukee County Procurement Bonfire Portal:

<https://countymilwaukee.bonfirehub.com/portal/?tab=openOpportunities>

Ads will also continue to be published in the Daily Reporter on days preceding the release of RFPs.

Please take time today to register with E-Notify to continue to receive notices of RFPs in the future.